

Service Review Worksheet Summary
Office of the City Attorney
April 2004

Dept- No	Service Name	Fund	Recovery	Cost	Legally Mandated: Entity		Scalable	Core Internal	Core External	Expected/Traditional	Optional	Population Served
	Program: Legal Services											
OCA-1	Provide Legal Advice and Assistance to City Council and Boards and Commissions	General Fund	0.0%	\$ 116,208	YES	City Charter	NO	YES	NO	NO	NO	70 (primarily City Council and Planning Commission, but all Boards and Commissions at times)
OCA-2	Provide Support Services to Staff	General Fund	0.0%	\$ 443,628	YES	City Charter	NO	YES	NO	NO	NO	1,025 (all City employees -- no more detailed data available)
OCA-3	Provide Municipal Code Enforcement	General Fund	0.0%	\$ 65,346	YES	City Charter	NO	YES	NO	NO	NO	139,000 (all residents and businesses -- no more detailed data available)
OCA-4	Provide Representation in Court and Administrative Actions	General Fund	0.0%	\$ 240,148	YES	City Charter	NO	YES	NO	NO	NO	1,095 (City Council, Boards and Commission members, all City staff; depends upon who is named in lawsuit)
OCA-5	Respond to Citizen Inquiries	General Fund	0.0%	\$ 12,398	NO		NO	NO	NO	NO	YES	139,000 (all residents and businesses -- no more detailed data available)
OCA-6	Education	General Fund	0.0%	\$ 99,839	YES	State Bar of California	NO	NO	NO	NO	NO	5 (Department staff)
OCA-7	Provide Administrative and Support Services for the Legal Services Program	General Fund	0.0%	\$ 408,017	NO		NO	YES	NO	NO	NO	7 (Department staff); 1,095 (if consider all involved in Council agenda and/or litigation and administrative proceedings)